

UTAH DEPARTMENT OF COMMERCE
Division of Occupational & Professional Licensing
160 East 300 South
P.O. Box 146741
Salt Lake City, UT 84114-6741
(801) 530-6457
(866) 275-3675



BUILDING PERMIT FEE SURCHARGE COLLECTIONS QUARTERLY REPORT

REPORTING AGENCY:

Name: _____

Address: _____
Street City State Zip

Contact Person: _____

Telephone Number: (_____) _____

QUARTERLY REPORT ENDING:

- ☐ June 30, 20____
- ☐ September 30, 20____
- ☐ December 31, 20____
- ☐ March 31, 20____

**→ THIS REPORT MUST BE FILED EVERY
QUARTER EVEN IF NO REMITTANCE IS DUE**

**If amount due is less than \$1.00, payment
may be held until total reaches \$1.00.**

COMPUTATION OF SURCHARGE AMOUNT:

- | | | | |
|----|---|----------|--------|
| 1. | Total amount of Building Permit Fees Collected: | \$ _____ | PLEASE |
| 2. | 1% of Building Permit Fees Collected: (line 1 x .01) | \$ _____ | PAY |
| 3. | 80% of 1% of Building Permit Fees Collected: (line 2 x .80) | \$ _____ | THIS |
| 4. | Any unpaid balance carried from previous quarter(s) | \$ _____ | AMOUNT |
| 5. | Total Due: (Total of lines 3 and 4) | \$ _____ | ← |

6. **REMIT THE AMOUNT DUE ON LINE 5 WITH THIS REPORT NO LATER THAN ONE MONTH
AFTER THE END OF THE QUARTER (June 30, September 30, December 31, March 31)**

7. **MAKE CHECK PAYABLE TO: → STATE OF UTAH**
☐ No Payment Enclosed - Surcharge under \$1.00

8. **SEND REPORT AND AMOUNT DUE TO:** **Division of Occupational and Professional Licensing**
Attention: Uniform Building Standards Education Fund
P.O. Box 146741
Salt Lake City, UT 84114-6741

I certify that the above information is an accurate accounting of the Building Permit Fees collected and associated remittance due for the period indicated.

Signature

Position/ title

Date